



**REGULAR CALLED MEETING OF THE
COMMUNITY DEVELOPMENT (Type B) CORPORATION
Tuesday, December 12, 2017 at 6:30 PM
City Council Chambers
450 Cypress Creek Road, Building Four
Cedar Park, Texas 78613**

BOARD OF DIRECTORS

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|---|---|
| <input type="checkbox"/> Vacant, Place 1
<input checked="" type="checkbox"/> Ramona Kar, Place 5
<input checked="" type="checkbox"/> Ginger Goodin, Place 3 | <input checked="" type="checkbox"/> David Burger, Place 2, President
<input checked="" type="checkbox"/> Bob Lemon, Place 4 (V. P.)
<input checked="" type="checkbox"/> Ryan Wood, Place 6
<input checked="" type="checkbox"/> Mel Kirkland, Place 7 (Sect.) |
|---|---|

Minutes

- A.1 **CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN**
President Burger called the meeting to order at 6:30 P.M. noting that a quorum was present.
- A.2 **Citizen Communications**
(Not For Items Listed On This Agenda. Three Minutes Each. No Deliberations With 4B. The Board May Respond With Factual Information.)
- A.3 **Board Members' Opening Comments.**
Director Kirkland said he and President Burger attended the TEDC workshop last week and found it to be beneficial. Director Wood mentioned that last month he along with other Board members attended the Bell Blvd Workshop and it was a great event.
- A.4 **Presentations**
No Items Scheduled

STAFF REPORTS
(DISCUSSION ONLY)

- B.1 **Introduction of Fran Irwin, Community Affairs Director.**
Brenda Eivens, City Manager, introduced Fran Irwin, the Community Affairs Director, who will be serving at the Staff Liaison for the Community Development Board at future meetings.
- B.2 **2017 Fourth Quarter Financial Report On Revenues, Expenditures, And Fund Balance. (Chad Tustison, Assistant Finance Director)**
Chad Tustison, Assistant Finance Director, provided an unaudited 4th quarter update for the FY17 budget year. In FY17 sales tax collections came in at \$6.6 million, which is \$311,000 over

budget and 10% over last year. In total the Board expended 93% of its annual budget, with some savings in economic development agreements and staff support expenditures. The FY17 net available board balance is \$5,377,149. The revised FY18 net available board balance is \$1,899,387.

Vice President Lemon requested a slide to show how much money has been allocated to 4B since its inception.

Director Goodin, asked what “net available balance” is used for. Staff explained that the net available balance, is the gross fund balance minus the fund balance minimum reserve. Director Wood elaborated saying that the net available balance is money that the Board could theoretically spend on projects.

CONSENT AGENDA

(Pursuant To Community Development Board Rule, the Consent Agenda consists of all items set forth on Agenda Items C.1 and C.2. The Consent Agenda May Be Approved By A Single Motion.)

- C.1 Approval Of The Minutes Of The October 10, 2017 Regular Called Meeting.
- C.2 Authorization To Excuse The Absence Of David Burger From The October 10, 2017 Board Meeting. **Director Wood moved to approve the consent agenda as presented. Vice President Lemon seconded the motion and it passed with a 6-0 vote.**

PUBLIC HEARINGS

- D.1 Conduct Public Hearings On The Following Projects.
 - a. Request For Funding Of A Milburn Park Clubhouse Feasibility Study In an Amount Not To Exceed \$15,000.
 - b. A Request For Funding Of Town Center Bridge And Trail Project In an Amount Not To Exceed \$550,000.
 - c. A Request For Funding Of The Brushy Creek North Trail Project In an Amount Not To Exceed \$50,000.
 - d. A Request For Funding Of A Light Pole Banner Project In an Amount Not To Exceed \$15,000.

Resident Karen Wind, addressed the Board speaking in favor of the Town Center Bridge and Trail Project.

President Burger also read two emails aloud from citizens, Carolyn Kern and Grace Hughey, in support of the Town Center Bridge and Trail Project.

No other public comment.

REGULAR AGENDA

DISCUSSION AND POSSIBLE ACTION

- E.1 Consider A Resolution Recommending A Request For Funding Of A Milburn Park Clubhouse Feasibility Study In an Amount Not To Exceed \$15,000

Director Goodin confirmed with the Board that this item is for a study only and does not authorize the construction of a clubhouse, which the Board confirmed. She then mentioned that she looked at the parks master plan and did not see a clubhouse listed as a priority and said she will have questions as the Board moves forward about how priorities are identified by the Board.

Director Wood, said that he believes the feasibility study will help explore possible clubhouse locations and will explore whether a clubhouse is a community priority. Secretary Kirkland added that this clubhouse could be not only possible in Milburn Park but at other park locations around the City, if a need for a clubhouse is found.

Vice President Lemon said that the clubhouse idea was intended to meet the need for additional meeting space in the City.

Vice President Lemon moved to authorize the Board President to execute the resolution to fund the Milburn Park Clubhouse Feasibility Study Project in an amount not to exceed \$15,000 and to recommend the project to City Council for approval. Director Wood seconded the motion and it passed with a 6-0 vote.

- E.2 Consider A Resolution Recommending A Request For Funding Of Town Center Bridge And Trail Project In an Amount Not To Exceed \$550,000

Director Wood, moved to authorize the Board President to execute the resolution to fund the Town Center Bridge and Trail Project in an amount not to exceed \$550,000 and to recommend the project to City Council for approval. Secretary Kirkland seconded the motion and it passed with a 6-0 vote.

- E.3 Consider A Resolution Recommending A Request For Funding Of The Brushy Creek North Trail Project In an Amount Not To Exceed \$50,000

Director Goodin, moved to authorize the Board President to execute the resolution to fund the Brushy Creek North Trail Project in an amount not to exceed \$50,000 and to recommend the project to City Council for approval. Director Wood seconded the motion and it passed with a 6-0 vote.

- E.4 Consider A Resolution Recommending A Request For Funding Of A Light Pole Banner Project In an Amount Not To Exceed \$15,000.

Secretary Kirkland, moved to authorize the Board President to execute the resolution to fund the Light Pole Banner Project in an amount not to exceed \$15,000 and to recommend the project to City Council for approval. Vice President Lemon seconded the motion and it passed with a 6-0 vote.

- E.5 Consider A Resolution Approving An Amendment To The FY 2018 Community Development (Type B) Corporation Budget In An Amount Not To Exceed \$622,566 For The Amended Pecan Grove SPVEF Infrastructure Agreement.

Chad Tustison, Assistant Finance Director, explained that this amendment is related to the previously approved amendment to the economic development agreement with Pecan Grove. This budget amendment will change the Board's budget to match the new payout timelines in that agreement.

Secretary Kirkland moved to authorize the Board President to execute the resolution approving an amendment to the 2018 Community Development (Type B) Budget for the Pecan Grove SPVEF Infrastructure Agreement in an amount not to exceed \$622,566 as approved by the Corporation Board on October 10, 2017 and recommend the budget amendment to City Council for approval. Director Wood seconded the motion and it passed with a 6-0 vote.

- E.6 Consider Board Acceptance Of A Request For Funding Of Reconstruction And Related Roadway Improvements At Little Elm Trail And Fire Lane In an Amount Not To Exceed \$650,000**
Darwin Marchell, Director of Engineering, provided the Board with a brief overview of the project which would reconstruct the roads leading to the fire and police training facilities.

Vice President Lemon moved to accept the proposed project to fund roadway improvements at Little Elm and Fire Lane in an amount not to exceed \$650,000 and to authorize staff to set a public hearing and to publish appropriate legal notices. Director Wood seconded the motion and it passed with a 6-0 vote.

- E.7 Consider Board Acceptance Of A Request For Funding For The Design And Construction Of Turn Lanes On Ronald Reagan Boulevard In An Amount Not To Exceed \$250,000.**
Darwin Marchell, Director of Engineering, provided the Board with a refresher of this project which would widen the pavement, increase radii and restripe for right turn lanes.

Vice President Lemon moved to accept the proposed project to fund the design and construction of turn lanes on Ronald Reagan in an amount not to exceed \$250,000 and to authorize staff to set a public hearing and to publish appropriate legal notices. Director Wood seconded the motion and it passed with a 6-0 vote.

- E.8 Consider Designation Of Board Representatives At December 19, 2017 City Council Meeting.**
Secretary Kirkland and Vice President Lemon both indicated that they plan to attend.

Director Wood moved to designate Board members Kirkland and Lemon to attend the December 19, 2017 Council meeting. President Burger seconded the motion and it passed with a 6-0 vote.

ADMINISTRATIVE ITEMS

(Board members and staff may discuss items related to the board member's general duties and responsibilities. The Board may not take a vote or other action on any item other than to obtain a consensus regarding how items are to be placed on future agendas for formal action.)

- F.1 Report on City Council Actions Related to Board Items On November 9, November 16, And December 7, 2017.**
None.

- F.2 Board Member Closing Comments.**
Director Kar, asked if all City Parks have recycling containers and indicated that if they do not, she would be interested to know if the Board could fund some.

Secretary Kirkland said that the bike lane paving may be a good thing for the Board to consider to pick up as the multi-year street sign project wraps up.

Secretary Kirkland mentioned a desire to have the Board get more involved in drainage. Director Wood seconded that he would also like to see a focus on drainage and would like an item to discuss options on how the Board could fund drainage items. Secretary Kirkland asked that Assistant City Manager, Sam Roberts, provide a presentation on drainage opportunities for the Board at a future meeting.

Director Wood said he would like an item related to Bell Boulevard and its funding on a future agenda.


Director Goodin said she will not be in attendance at the January meeting. She indicated that she would like more information on the budget process and the selection of Board priorities as the Board begins thinking about the next budget cycle. Fran Irwin, Director of Community Affairs, said a workshop is being planned for February for that purpose.

President Burger encouraged all members to look for training opportunities.

Next Regular Scheduled Board Meeting Tuesday, January 9, 2018 At 6:30 P.M. In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.

G.1 Adjournment.
The meeting adjourned at 7:37 P.M.

PASSED AND APPROVED THIS THE 9th DAY OF JANUARY, 2018.



David Burger, President

ATTEST:



Mel Kirkland, Secretary

